AMENDMENTS TO THE SPECIFICATION:

Page 5, replace the paragraph, beginning on line 9, with the following amended paragraph:

--An electronic mail processing system of the present invention further comprises document output means for selecting one of plural standard reply ~~repetitive~~ documents previously registered by the receiver and outputting the selected reply ~~repetitive~~ document in response to a signal sent from the receiver via the public telephone network; and reply sending means for preparing electronic mail from the reply ~~repetitive~~ document output from the document output means and for sending the prepared electronic mail to the electronic mail sender via the internet.--

Page 5, replace the paragraph, beginning on line 17, with the following amended paragraph:

--In the electronic mail processing system of the present invention, the reply of the electronic mail can be sent back to the electronic mail sender using the simple ~~repetitive~~ reply document. Further, the text can be produced from the voiced electronic mail and can be sent in the text form to the receiver via the internet.--

Page 12, replace the paragraph, beginning on line 29, bridging pages 12 and 13, with the following amended paragraph:

--An operation of the e-mail processing system shown in Fig. 1 will be described with reference to Fig. 2 and Fig. 3.

Fig. 2 is a flow chart showing an operation of the e-mail processing system described above. First, an e-mail receiver, to enjoy service of the e-mail processing system, previously registers a "start of the service" in the provider 4 in step 101. This register can be carried out on a Web by making access to the Internet 3 from the PC 1 or 2 or from the portable telephone (PHS) 5 or the PDA 6. On this occasion, the user can select group keywords of one of classified groups (student, housewife, company employee, business man/technician and the like) including an occupation, an occupational type and an age group, prepared by the provider 4 and also can set individual keywords including dates, place names, spots, proper names and individually set particular terms.--

Page 13, replace the paragraph, beginning on line 12, with the following amended paragraph:

--Then, an e-mail sender gets access to the provider 4 via the Internet 3 using the PC 1 or 2 and, as shown by ② in Fig. 1, sends e-mail to the intended recipient address in a conventional manner in step 102. In the provider 4, the sent e-mail is received by the receive mail server 7 and is at once stored in the receive mail box 11. When this e-mail recipient or receiver is registered in the provider 4 as an eligible receiver to enjoy the service of the e-mail processing system, the e-mail is read out of the receive mail box 11 and, as shown

by ③ in Fig. 1, is transferred to the keyword analysis server 9 in step 103.--

Page 14, replace the paragraph, beginning on line 2, with the following amended paragraph:

--In this instance, the keyword analysis server 9 refers to the keyword database 12 storing predetermined group keywords and individual keywords and deletes some inessential words from the received e-mail while leaving the keywords, for example, dates, place names, spots, proper names and individually set particular terms such as "above-captioned case, have studied, your company, proposal, accept, contract, various conditions, qualified person, attend and so on" to prepare a summary of the e-mail as a short text 18. The keyword analysis server 9 then outputs the prepared short text 18 as a keyword analyzed e-mail 17.--

Page 14, replace the paragraph, beginning on line 11, with the following amended paragraph:

--As shown in Figs. 1 and 2, the keyword analysis server 9, as shown by [[·]] ④ in Fig. 1, stores the keyword analyzed e-mail 17 into the key-worded receive mail box 13 in step 105. Thereafter, the e-mail receiver, who has registered the service start in the provider 4, makes access to the provider 4 via the Internet using the portable telephone (PHS) 5 or the PDA 6 and receives the keyword analyzed e-mail 17 directed to his own address in step 106 as shown by ⑤.--

Page 16, replace the paragraph, beginning on line 24, with the following amended paragraph:

--In the provider 26, a receive mail server 30, a send mail server 31, a reply ~~repetitive~~ documents server 32, a voice conversion server 33, a voice reading out server 34 and a voice response server 35 are connected to the Internet 25 and the public telephone network 27 via a LAN 36. The receive mail server 30 is linked to a receive mail box 37.--

Page 16, replace the paragraph, beginning on line 29, bridging pages 16 and 17, with the following amended paragraph:

--An operation of the e-mail processing system shown in Fig. 5 will be described with reference to Fig. 6 and Fig. 7. Fig. 6 is a flow chart showing an operation of the e-mail processing system described above. First, an e-mail receiver, to enjoy service of the e-mail processing system, previously registers a "start of the service" in the provider 26 in step 201. This register can be carried out on a Web by making access to the Internet 25 from the PC 23 or 24 or from the portable telephone (PHS) 28 or the subscriber telephone or the public telephone 29.--

Page 18, replace the paragraph, beginning on line 5, with the following amended paragraph:

--As shown in Figs. 5 and 6, the e-mail receiver, who has registered the service start in the provider 26, makes access to the provider 26 via the public telephone network 27 by

calling to a previously registered telephone number using the portable telephone (PHS) 28 or the usual subscriber telephone or the public telephone 29 and makes a request to the provider 26 for obtaining the e-mail directed to his own address by inputting his ID (identification) and a password to the provider 26. The provider 26 sends the voice signals which are produced by converting the e-mail text document addressed to the e-mail receiver as described above, as shown by ⑤ in Fig. 5, from the voice reading out server 34 to the e-mail receiver via the public telephone network 27 in step 206.--

Page 18, replace the paragraph, beginning on line 17, with the following amended paragraph:

--In this manner, the e-mail receiver can listen to the voiced e-mail. After listening to the voiced e-mail, the e-mail receiver determines whether or not to reply to the e-mail in step 207. When replying to the e-mail in step 207, the e-mail receiver selects a free ~~repetitive~~ reply document previously registered in the provider 26 by the e-mail receiver by means of a key input or the like of the portable telephone (PHS) 28 or the usual subscriber telephone or the public telephone 29 in step 208.--

Page 18, replace the paragraph, beginning on line 25, bridging pages 18 and 19, with the following amended paragraph:

--This reply information of the e-mail receiver is sent to the provider 26 via the public telephone network 27,

and the provider 26 selects a registered free ~~repetitive~~ reply document text from the reply ~~repetitive~~ documents server 32 and, as shown by ⑥ in Fig. 5, sends back the reply ~~repetitive~~ document to the e-mail receiver via the Internet 25 in step 209. As to the free ~~repetitive~~ reply documents to reply, "I understand.", "I understand your message and send my answer later.", "I will review." and so on can be selected.--

Page 19, replace the paragraph, beginning on line 12, with the following amended paragraph:

--In this embodiment, as described above, the e-mail receiver can listen to the content of the e-mail as the voice e-mail using the portable telephone (PHS) 28 or the usual subscriber telephone or the public telephone 29 without employing the PC or the PDA having the communication device, and hence the e-mail receiver can readily receive the e-mail in his destination and can further reply to the e-mail by the free ~~repetitive~~ reply document. Furthermore, the e-mail can be sent from the portable telephone (PHS) 28 or the usual subscriber telephone or the public telephone 29.--

Page 21, replace the paragraph, beginning on line 30, bridging pages 21 and 22, with the following amended paragraph:

--In the combination of the first and the third embodiments, as shown in Fig. 5, in the provider 26, in addition to the receive mail server 30, the send mail server 31, the reply ~~repetitive~~ documents server 32, the voice conversion server

33, the voice reading out server 34 and the voice response server 35, the keyword analysis server 9 shown in Fig. 1 is further connected to the LAN 36, and the keyword analysis server 9 is coupled with the keyword database 12 and the key-worded receive mail box 13. In this embodiment, not the received e-mail of the receive mail box 37 but the key-worded received e-mail of the key-worded receive mail box 13 can be input to the voice conversion server 33 and be voiced.--